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# MEMORANDUM

November 29, 2018

**To:** City Council via Planning Commission

**From:** Community Development Department

**Subject:** Architectural Review Committees CODE-11-18-5564  
 Amending a portion of Title 15A, Chapter 23-21(A) & (B),  
 Central Business District & Automall, Land Development  
 Code, Revised Ordinances of Sandy City, 2008

**HEARING NOTICE:** *This item has been noticed on public websites, and in the newspaper at least 10 days prior to the Public Hearing.*

PROPERTY CASE HISTORY	
Case Number	Case Summary
CODE-12-10-1621	Adopted changes to section 15A-23-21(A)(3), Central Business District on March 21, 2011 through ordinance #11-04. The changes addressed the membership of the Architectural Review Committee.
CODE-03-15-4227	Adopted changes to section 15A-23-21(B), Automall District on June 22, 2015 through ordinance #15-19. The changes updated various regulations related to the Automall Dealership Sub District.

## REQUEST

The Community Development Department has filed a request to amend Title 15A, Chapter 23-21(A) & (B), Central Business District & Automall, Land Development Code, Revised Ordinances of Sandy City, 2008. The purpose of the Code Amendment is to amend the process of architectural review committees and remove regulations regarding the membership and other details of the architectural review bodies from these zone districts.

## BACKGROUND

Earlier this year, the City made comprehensive changes to the Citizen Committees in an effort to uniformly amend, revise, and replace all previous regulations through various ordinances, resolutions, etc. that have been adopted over the course of several years. The Council and Mayor adopted changes to Title 22, Chapter 1, Section 8, "Special Committees", which updated the regulations for the creation and guidance for these Special Committees. A subsequent resolution,

#18-40C, adopted the "Policy and Procedural Guide for the Appointment of Citizens, Staff, and Elected Officials to Serve on Special Committees". The adoption of these ordinances and resolutions created conflicts in our Land Development Code that contain regulations for the formation of certain Architectural Review Committees. Staff is proposing to remove all regulations from the Land Development Code relating to the formation and guidance for the committees. All future updates to the committees will occur by amending the Policy Guide by resolution of the City Council and Mayor.

### **ANALYSIS**

The proposed amendment would remove any reference to the makeup of the architectural review committee for the Central Business District. It will simply state the role that the committee will have in the Land Development process. They will continue to provide recommendations to the Planning Commission on the compliance of the proposals to the City's Architectural Design Standards.

For the Automall District, the proposed code amendment removes the requirement for an architectural review committee all together. This role would be filled by staff to provide recommendations to the Planning Commission on proposed projects to help ensure compliance with the City's Architectural Design Standards and the Automall Master Plan.

The clean version of all final proposed text is shown in Exhibit "A" attached hereto. A full detail of all redlined changes is shown in the attached Exhibit "B".

### **NON-CONFORMING USES**

This Code Amendment would not create any non-conforming situations.

### **LAND DEVELOPMENT CODE PURPOSE COMPLIANCE**

The Sandy City Land Development Code in 15A-01-03 lists the criteria explaining the intent and purpose of the Ordinance. The purpose is:

#### **15A-01-03 Purpose**

This Code is adopted to implement Sandy City's General Plan and to promote: public health, safety, convenience, aesthetics, welfare; efficient use of land; sustainable land use and building practices; transportation options and accessibility; crime prevention; timely citizen involvement in land use decision making; and efficiency in development review and land use administration. Specifically, this Code is established to promote the following purposes:

#### **1. General**

- a. To facilitate the orderly growth and development of Sandy City.
- b. To facilitate adequate provision for transportation, water, sewage, schools, parks, and other public requirements.
- c. To stabilize property values.
- d. To enhance the economic well-being of Sandy City and its inhabitants.

#### **2. Implementation of General Plan**

To coordinate and ensure the implementation of the City's General Plan through effective execution of development review requirements, adequate facility and services review and other goals, policies, or programs contained in the General Plan.

#### **3. Comprehensive, Consistent and Equitable Regulations**

To establish a system of fair, comprehensive, consistent and equitable regulations, standards and procedures for review and approval of all proposed land development within the City.

**4. Efficiently and Effectively Managed Procedures**

- a. To promote fair procedures that are efficient and effective in terms of time and expense.
- b. To be effective and responsive in terms of the allocation of authority and delegation of powers and duties among ministerial, appointed, and elected officials.
- c. To foster a positive customer service attitude and to respect the rights of all applicants and affected citizens.

One of the stated purposes of the City's land use ordinances is to be effective and responsive in terms of the allocation of authority and delegation of powers and duties among ministerial, appointed, and elected officials.

**GENERAL PLAN COMPLIANCE**

The General Plan encourages appropriate development standards for all uses and zoning categories within Sandy City. This code amendment would further that goal and objective.

**STAFF RECOMMENDATION**

The Community Development Department requests that the Planning Commission forward a positive recommendation to the City Council to adopt the proposed ordinance amendment as shown in Exhibit "A", attached, for the following reasons:

- 1. Compliance with the Purpose of the Land Development Code by being effective and responsive in terms of the allocation of authority and delegation of powers and duties among ministerial, appointed, and elected officials.
- 2. Compliance with the Goals and Policies of the General Plan by establishing appropriate timely citizen involvement in land use decision making.

Planner:

Reviewed by:



Mike Wilcox  
Zoning Administrator

## Exhibit “A”

### **15A-23-21 Additional Specific Non-Residential Development Standards (Standards Unique to Each individual District)**

#### **A. Central Business District (CBD)**

3. **Architectural Review.** An architectural review committee, as established by joint resolution of the City Council and Mayor, shall review all buildings to be erected in the Central Business District and its subdistricts prior to its submission to the Planning Commission. The committee, in accordance with the Sandy City’s Architectural Design Standards, shall review each proposed building’s architectural design, colors, and materials. After reviewing the application, the Committee will forward their comments to the Planning Commission. They may also recommend amendments and/or changes to the Development Code for the District to the Planning Commission and City Council and any other design criteria, standards, and guidelines relating to the development of lots within the CBD District area.

#### **B. Automall (AM) - Dealership Subdistrict & Commercial Area Subdistrict**

1. **Automall Architectural Review.** Each site development plan proposed in the Automall District and its subdistricts, prior to its submission to the Planning Commission, shall be reviewed by staff for compliance with the Automall Master Plan and in accordance with the Sandy City’s Architectural Design Standards.

## Exhibit "B"

### 15A-23-21 Additional Specific Non-Residential Development Standards (Standards Unique to Each individual District)

#### A. Central Business District (CBD)

3. **Architectural Review.** ~~An architectural review committee, as established by joint resolution of the City Council and Mayor, shall review In order to receive additional professional review and comment concerning all~~ buildings to be erected in the Central Business District and its subdistricts; prior to its submission to the Planning Commission. ~~The committee, in accordance with the Sandy City's Architectural Design Standards, shall review each proposed building's architectural design, colors, and materials. each proposed building shall be reviewed for its architectural design, colors, and materials by individuals including a member of the Planning Commission, a member of the City Council, a member of the Planning Staff, two architects, a local resident, and one person from the Sandy business community. After reviewing the application, the Committee~~ These individuals, who generally will meet together, will forward their comments to the Planning Commission. They may also recommend amendments and/or changes to the Development Code for the District to the Planning Commission and City Council and any other design criteria, standards, and guidelines relating to the development of lots within the CBD District area.
  - a. ~~The Planning Commission, City Council and Director will select their representative from their members. The architects and Sandy business member will be selected by the Mayor.~~
  - b. ~~There will be no regular meeting times, meetings will be arranged on an "as needed" basis. The Planning staff member will attempt to arrange a meeting within seven days after submission of plans and request from an applicant.~~

#### B. Automall (AM) - Dealership Subdistrict & Commercial Area Subdistrict

1. **Automall Architectural Review.** ~~In order to receive additional professional review and comment concerning e~~Each site development plan proposed in the Automall District and its subdistricts, prior to its submission to the Planning Commission, ~~each site development plan~~ shall be reviewed by staff for compliance with the Automall Master Plan and in accordance with the Sandy City's Architectural Design Standards. ~~by several individuals, including a member of the Planning Commission, a member of the City Council, a member of the Planning staff, three representatives of the owners of land in the Automall District or members of the Auto Dealers Association, and a resident of the City who is selected by the Mayor. These individuals, who generally will meet together, will forward their comments to the Planning Commission. They may also recommend amendments and/or changes to the Master Plan to the Planning Commission and City Council and any other design criteria, standards, and guidelines relating to the development of lots within the Automall area.~~

- a. ~~Membership. The Automall owners and Dealers, Planning Commission, City Council and Director will select their representatives from their members.~~
- b. ~~Meetings. There will be no regular meeting times, meeting will be arranged on an "as needed" basis. The Planning staff member will attempt to arrange a meeting within seven days after submission of plans and request from the applicant.~~